



STATE OF IDAHO DEPARTMENT OF ENVIRONMENTAL QUALITY

WASTEWATER PLANNING GRANT

ENGINEERING CONTRACT CHECKLIST

Grantees can use the following checklist to determine if their engineering contract contains the necessary information. The following information should be submitted to DEQ in the engineering contract package.

Part I: Project Identification

	Name of grantee
	Engineering firm and name(s) of project engineer(s)

Part II: General Contract Documents

	Contract
	Engineer profit statement (profit analysis)
	Certificate of negotiation
	Special contract conditions

Part III: Limitations on Contract

	Scope and extent of work clearly defined and sufficient to complete the project
	Estimated hours, hourly rates, and skill levels reasonable for each task
	Time of performance specified
	Profit fee reasonable
	Engineer not to exceed cost or profit specified without written approval of DEQ
	Conditions of such cost/profit increases specified

Project Officer

Date